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UNITED STATES DEPARTMENT OF AGRICULTURE
Food Distribution Administration
Washington, D. C.

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SPECIAL COMMODITIES BRANCH MEMORANDUM NO. 12

To: All Divisions and Sections, Special Commodities Branch
From: H. C. Albin, Chief, Special Commodities Branch
Subject: Manpower.

Director's Memorandum No. 41 which provides for the establishment of the Manpower Branch, describes the functions of that Branch as follows:

"It will cooperate with the branches in developing uniform policy and establishing overall recommendations to the Secretary on the following problems:

1. Classification of employees in food processing and distribution.
2. Deferments and deferment policy for such employees.
3. Assisting in obtaining an adequate supply of labor in this field."

The above memorandum requests that each branch chief appoint an employee of his branch to act as the liaison member with the Manpower Branch. In accordance with this request, Mr. Nelson J. Post is hereby designated to act in the above capacity. Mr. Post will be available for consultation on manpower problems relating to the processing and distribution of any of the commodities assigned to this Branch. He will also represent the Branch in the presentation of such problems to the Manpower Branch for solution.

H. C. Albin

